

**DOTHAN-HOUSTON COUNTY  
MENTAL RETARDATION BOARD, INC.**

**(DHCMRB)**

**THREE-YEAR PLAN**

**FY 2009 -2011**

**DOTHAN-HOUSTON COUNTY MENTAL RETARDATION BOARD, INC.**

**(DHCMRB)**

**THREE-YEAR PLAN**

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**DOTHAN-HOUSTON COUNTY MENTAL RETARDATION BOARD, INC.**

**(DHCMRD)**

**THREE-YEAR PLAN**

**FY 2009 - 2011**

**BOARD REVIEW AND APPROVAL**

**Name of 310 Board:**

Dothan-Houston County Mental Retardation Board, Inc. (DHCMRC)  
dba  
Vaughn-Blumberg Services

**County Served:**

Individuals served will be residents of Houston County, Alabama.

**Population Served:**

Adult individuals must be intellectually disabled with an IQ of 69 or below. Dothan-Houston County MR Board, Inc. will provide residential/day program services for individuals 18 years of age and older. Individuals between the ages of 18 and 21 must have documentation provided by the Local Education Agency (LEA) of twelve years of public school attendance. Dothan-Houston County MR Board, Inc. may also serve adolescents with intellectual disabilities identified as eligible and determined appropriate for available program services.

Infant/Toddlers between birth to three years of age must experience developmental delays equal to or greater than 25% in one or more of five developmental areas or be diagnosed with a mental or physical condition known to have a high probability of resulting in developmental delay.

The Dothan-Houston County MR Board, Inc (DHCMRB) Three-year Plan was reviewed and is approved for implementation.

## **PHILOSOPHY/ VISION STATEMENT**

The philosophy/vision which guides the planning, development, implementation, and evaluation of services for people with intellectual disabilities includes the following elements:

Individuals with intellectual disabilities are, first and foremost, people with basic human needs, aspirations, desires, and feelings; second, citizens of a community, who are afforded all the rights, privileges, opportunities, and responsibilities accorded other citizens; and finally, include who happen to have a disabling condition.

People with intellectual disabilities are recognized as having diverse needs, concerns, strengths, motivations, goals, and abilities which can best be addressed through the coordinated and cooperative efforts of an interagency network of human services providers.

Family units, both traditional and nontraditional, are frequently the most important resource and support to individuals with intellectual disabilities.

The rights, wishes, values, and needs of consumers and family members are paramount in planning and operating the intellectual disability services system.

The system is sensitive to other members of the intellectually disabled population.

For the majority of individuals with intellectual disabilities, the natural setting in the community is the best place for providing services.

Local communities are the most knowledgeable regarding their local environment, issues, strengths or gaps in the service system, and opportunities.

Staff who work effectively with individuals with intellectual disabilities are highly regarded and valued resources of the system.

## **MISSION STATEMENT**

It is the mission of the Dothan Houston County Mental Retardation Board, Inc. to provide or to assist in securing the provision of comprehensive services for individuals with intellectual disabilities of Houston County, facilitating their participation in society to the fullest extent of their individual capabilities.

## **PLAN DEVELOPMENT**

**Planning Cycle** The Plan shall be reviewed, revised as necessary and appropriate and approved on a three year cycle. The Plan shall also be reviewed no less than on an annual basis.

**Stakeholders** The execution of the Plan shall include participation by clients, parents/guardians/care givers, the agency's Board of Directors and staff, Alabama Medicaid, Alabama Department of Mental Health (DMH), contract service providers and other private and public individuals or entities involved in the formulation, execution, monitoring and/or evaluation of the Plan's goals and objectives.

Roles of stakeholders shall include; however, not be limited to the following:

- Clients/parents/caregivers – Recipients of services
- Alabama Medicaid – Standards/Guidelines for service delivery
- Alabama DMH – Standards/Guidelines for service delivery
- DHCMRB Board of Directors – Governance of DHCMRB
- Staff - Implementation of Programs/Services
- Contract Service Providers – Provision of specified services
- Others – As identified and beneficial for clients/parents/caregivers

Involvement by stakeholders shall also include participation in surveys and forums offering feedback regarding the effectiveness and responsiveness of existing services and participation in the formulation of future services to meet the needs and desires of the population served.

**Monitoring and Evaluation** The DHCMRB Board of Directors is responsible for providing the overall philosophy, direction, review and approval of the plan. The DHCMRB Executive Director is responsible for preparing, implementing, evaluating and reporting progress and applicable information on the Plan to the Board of Directors.

## **PLAN COMPONENTS**

### **POPULATION**

**Type Population Served** Adult individuals must be intellectually disabled with an IQ of 69 or below. Dothan-Houston County MR Board, Inc. will provide residential/day program services for individuals 18 years of age and older. Individuals between the ages of 18 and 21 must have documentation provided by the Local Education Agency (LEA) of twelve years of public school attendance. Dothan-Houston County MR Board, Inc. may also serve adolescents with intellectual disabilities identified as eligible and determined appropriate for available program services.

Infant/Toddlers between birth to three years of age must experience developmental delays equal to or greater than 25% in one or more of five developmental areas or be

diagnosed with a mental or physical condition known to have a high probability of resulting in developmental delay.

**Demographics** Individuals served will be residents of Houston County, Alabama.

## **COMMUNITY NEEDS/SERVICE PRIORITIES**

**Assessing Needs** DHCMRB Case Managers/Service Coordinators coordinate outreach through other community service agencies/organizations (i.e. public/private schools, Department of Human Resources, Child Advocacy Center, etc.) to help ensure individuals and needed services are identified. In addition, DHCMRB is a member of several inter-agency teams (i.e. Multi Needs Task Force, Capacity Building, etc.) which meet regularly to address the needs of persons with disabilities within the community. An example of these processes would be the agency's current waiting list for services.

As a part of this Plan, the needs of persons identified as part of the population will be assessed with priorities established in accordance with guidelines and directives provided by DHCMRB Board of Directors, the Alabama DMH/MR and the Alabama Medicaid Agency.

**Greatest Area(s) of Unmet Needs** Based on available information, the areas of greatest need are; however, not limited to:

- (1) Waiting list
  - a. Residential Services
  - b. Day Program Services
  - c. Personal Care Services.
- (2) Incident Prevention and Management
- (3) Case Management
- (4) Public Awareness

**Services/Supports** DHCMRB provides services and supports to adults with intellectual disabilities and infant and toddlers with developmental delays as evidenced from appropriate assessments or evaluations. Adult Program Services provided by DHCMRB include Day Services, Supported Employment, Case Management, Personal Care, Companion and Residential Services. Infant and Toddler Services include Service Coordination (case management) and Special Instruction.

Services will be provided in settings considered most appropriate for the individual as determined by their Support Team. Dothan-Houston County MR Board, Inc. may also serve adolescents with intellectual disabilities identified as eligible and determined appropriate for available program services.

Other agencies which provide support or services in Houston County include:

- DMH Region IV – Information, referral, program support and general assistance
- Alabama Department of Rehabilitation Services (ADRS) – Vocational Training and Supported Employment
- Volunteers of America (VOA) – Residential Services
- Human Resource Development Institute (HRDI) – Residential Services
- Sumlar Therapy Services – Early Intervention Speech Therapy Services
- Wiregrass Transit – Transportation
- Alabama Institute for the Deaf and Blind (AIDB) – Interpreter Services for individuals with hearing impairments

**Resource Development and Allocation** Current funding sources include: DMH, ADRS, Special Education Trust Fund (ETF), Child and Adult Care Food Program (USDA), Local City and County funds, Wiregrass United Way and corporate/individual/civic group donations.

All resources are allocated in accordance to contractual agreements. Although additional funding resources are consistently being explored, the expansion of services may be limited to the availability of state funds to match federal dollars.

## **GOALS AND OBJECTIVES**

**Goal 1.** To effectively address the waiting list through the development of necessary services to serve those that compose the waiting/referral list.

As a result of the consolidation of facilities, coordinate with the Central and Regional Offices of the DMH and utilize available waiver services for individuals identified on the waiting list(s) (day/residential/other).

Continue efforts to identify individuals within the community in need of services.

**Goal 2.** To develop and maintain a comprehensive Quality Enhancement/Continuous Quality Improvement Program (CQI).

Review agency processes to ensure optimally safe, efficient and effective care and quality of service for each individual served. The focus will be on the quality of services and enhancement of the lives of those served by the agency either through contract, subcontract, or as an advocate.

Implement and maintain a functional Incident Prevention and Management data collection system to increase safety and eliminate/reduce client injuries and/or medication errors.

**Goal 3.**      To improve and expand Case Management Services.

Maintain an effective Quality Improvement system to regularly evaluate targeted case management as it related to direct client services and implement corrective action to address deficiencies.

Participate in in-service training programs for case managers to increase their knowledge of available local resources and to emphasis service delivery philosophies, methods, procedures and policies.

Increase availability of case management services to/for persons within the community and provide case management services to the fullest extent of the contracted service.

Identify additional supports for individuals with challenging behaviors that reside within the community.

**Goal 4.**      Public Awareness

Prepare, print and distribute brochures describing DHCMRB services.

Conduct a public awareness campaign which includes but is not limited to:

- Public speaking
- TV/Radio announcements
- Networking with other provider agencies
- Agency Open House
- Involvement in community events